



**MAMMOTH LAKES FIRE PROTECTION DISTRICT  
STATION #1, 3150 MAIN STREET  
MAMMOTH LAKES, CA 93546**

**BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
OCTOBER 19, 2017**

**1) CALL TO ORDER – ROLL CALL**

*The meeting was called to order at 12:05*

*Board of Commissioners present: Carole Schilz, Bret Bihler, John Mendel, and Roger Curry. Commissioner Buck Wahl was absent*

*Mammoth Lakes Fire Protection District present: Fire Chief Frank Frievault, Fire Marshal/ Division Chief Thom Heller,*

*Mammoth Lakes Firefighter Association Board member present: Michael Payne*

*In the audience - Mammoth Lakes Firefighters: Ales Tomaier, Brett Reed, Christian Newman, Division Chief Natalie Morrow*

**2) APPROVAL OF SEPTEMBER 19, 2017 MEETING MINUTES**

*The minutes were motioned for approval by Commissioner Bihler and seconded by Commissioner Mendel. All in favor.*

**3) SPECIAL PRESENTATIONS - None**

**4) PUBLIC COMMENT - None**

**5) CONSENT AGENDA - None**

**6) BUDGET**

**a) Review 2017/2018 Budget Year to Date -**

*On the budget report you will see our year to date percentage for each line item and category. Year to date in general we are on glide path. There are items in the budget that we front load costs with payments being made in bulk once or twice a year. Such as our biannual Station payment is at 50%.*

*Under Expense – Manpower Costs we are 32% of Budget at \$604,887. Two categories: Extra Help and Assistance for Hire are high at 108% and 93% respectively. This is due to hiring summer seasonal help and providing firefighting assistance on the Slinkard Fire. We will be reimbursed for our assistance on the Slinkard Fire.*

*Our year to date expense is on target at 32%, \$951,182*

**7) OLD BUSINESS**

**a) Continue discussion on Capital Repair/ Replacement Plan for Designated Reserve Budget**

*Chief Frievalt: At last month's meeting I presented the idea of putting the designated reserve amount at \$2,000,000 with an annual contribution of 250,000 for a capital repair replacement plan. The focus today will be getting the capital repair replacement part of our budget correct and where we want to get it to.*

*The Little Hoover Commission (California's Independent State Oversight Agency) has recently completed a report on Special Districts and they had two recommendations. One is to have more transparency and the second is to have well-structured reserves.*

*On page 11 of the agenda packet is a spreadsheet of our 20-year capital expenditure plan, with our beginning reserve for 2018 at \$2,000,000, a column for expenditures, and ending column of cash balance. A 2% inflation rate has been added-in on each amount. The expenditure column represents a combined cost of Station repairs, apparatus, and equipment we plan to purchase that year. The spreadsheets itemizing capital purchases was created by the previous Board and Fire Chief, very little has been changed.*

*Our annual Station 1 loan payment of \$262,644 is included in the yearly total. The loan will be paid off in 2029.*

*Not included in the 30-year planned expense is: building employee housing on our Joaquin Street lot; the new parking lot, needed at Station 2; replacing the Tent with a permanent structure.*

*We want to have a beginning reserve (recommend \$2,000,000); Accrue money by making transfers in (recommend \$250,000); have expenditures (apparatus, equipment, repairs); and be sustainable over time. Using these apportionments our reserves would be negative -\$228,601 in 2028 and begin to accrue again with contributions.*

*Another option would be to put \$500,000 in reserve as a cash buffer and 1,500,000 in designated reserve.*

*To hire an additional firefighter full time the cost would be approximately 150,000 – 180,000 per year and this is a 20-year decision. In order to avoid not making annual contributions to our capital replacement budget, Chief Frievalt would like to see an increase in building that will generate additional tax revenue, before we add another full-time firefighter. New construction also generates DIF (developer impact fees) which can be used to purchase equipment.*

*We can't balance our personnel cost at the expense of our equipment and vice versa. Right sizing staff and equipment for a healthy balance is important.*

*Creating and sustaining a Designated Reserve Budget is a Board decision. The Board can make changes to it as needed.*

*Commissioner Schilz would like to see a budget that has \$1,500,000 in designated reserves and \$500,000 in reserves. A savings of \$150,000 - \$180,000 in contributions to go towards human resources. With a focus on right sizing our fleet and staff. Perhaps we need to do a similar budget for staff. Where we will need to be in future years? How much will it cost?*

*Commissioners Bihler, Mendel, and Curry agreed with Commissioner Schilz's suggestion.*

*Commissioner Curry would like to see additional staff added this year, after we see the amount of our first apportionment check.*

- b) Review and approve Legal Services Agreement with the California Law Office of Gephart and Silverman

*Chief Frievalt received a message from Randy Gephart, he is no longer available to be our attorney. Chief Frievalt will continue to search for a local attorney.*

8) NEW BUSINESS – *None*

9) REPORTS, REQUESTS, AND COMMUNICATIONS FOR BOARD REVIEW - *None*

10) DISTRICT CHIEF COMMENTS – *Copy of letter handed out to Board*

*On Monday, October 16th Chief Frievalt was made aware of a call that occurred in the Rainbow Falls area on Sunday, October 15<sup>th</sup>. He has written a letter to the Madera County Board of Supervisors and Mono County Board of Supervisors in care of their Chief Administrative Officer's regarding the incident:*

*A woman broke her ankle approximately 1 mile down, on the trail to Rainbow Falls. Her husband called 911 and Mono County Dispatch received the call for help. Mono County Dispatch then transferred the call to the Madera County Sheriff's Office to have them respond. Madera County requested Mono County Search & Rescue be dispatched, that they were unable to respond. Mono County Sheriff's Office denied the request and advised them to call Cal OES (California State Office of Emergency Services). Cal OES responded with a rescue helicopter and hoisted the patient to Mammoth Airport. The patient was then transferred to Mammoth Hospital. This took an excess of 5 hours from when they called 911 to arrival at Mammoth Hospital.*

*MLFD was never dispatched or aware of the call.*

*It is a long-standing practice that MLFD and Mono County EMS be dispatched to calls in the Reds Meadow area. It was wrong for the Mono County Sheriff's Office not to call Mono County Paramedic's or Mammoth Lakes Fire District to respond to the call as the closest resource.*

*Chief Frievalt has scheduled a meeting with Madera County and Mono County.*

11) BOARD MEMBER COMMENTS –

*Commissioner Bihler will ask Judge Eller for recommendations for legal counsel*

12) LEGAL COUNSEL ADVICEI – *None, not present*

13) MLFPD FIREFIGHTER ASSOCIATION COMMENTS –

*Michael Payne: The Association just had Board elections with two reelected Board members and one new one. The new Board member replaces Scott Walker who can no longer be a member of the Association since his promotion to Division Chief. The Association will be putting together a subcommittee to work on staffing issues with Chief Frievalt*

*Also MLFD firefighter Greg Bokenkamp just had a baby.*

14) ANNOUNCEMENTS - *None*

15) ADMINISTRATIVE DUTIES

a) Status of Ethics training for Commissioner Mendel – *Commissioner Mendel will complete his training before our next meeting.*

b) *The November Board meeting was scheduled for 12 noon, Monday, November 13. In the training room at Station 1*

16) ADJOURNEMENT – *The meeting adjourned at 1:50 pm*

  
Commissioner signature

10/13/17  
Date

JOHN MENDEL  
Print Name

  
Commissioner signature

" 1/13 /17  
Date

David C. Wahl  
Print Name